

Applicant Details

First Name **Benjamin**
 Last Name **Lehman**
 Citizenship Status **U. S. Citizen**
 Email Address benjamle@umich.edu
 Address

Address
Street
3085 Wolverine Drive
City
Ann Arbor
State/Territory
Michigan
Zip
48108

Contact Phone Number **734-395-0319**

Applicant Education

BA/BS From **Cornell University**
 Date of BA/BS **May 2012**
 JD/LLB From **The University of Michigan Law School**
<http://www.law.umich.edu/currentstudents/careerservices>
 Date of JD/LLB **May 3, 2024**
 Class Rank **School does not rank**
 Law Review/Journal **Yes**
 Journal(s) **Michigan Journal of International Law**
 Moot Court Experience **Yes**
 Moot Court Name(s) **Campbell Moot Court**

Bar Admission

Prior Judicial Experience

Judicial Internships/
 Externships **No**
 Post-graduate Judicial
 Law Clerk **No**

Specialized Work Experience

Recommenders

Hershovitz, Scott
sahersh@umich.edu
734-763-4923

Halberstam, Daniel
dhalber@umich.edu
734-763-4408

Cruz Bridges, Angelita
Angelita.Bridges@usdoj.gov
419-259-6376

This applicant has certified that all data entered in this profile and any application documents are true and correct.

July 19, 2023

The Honorable Scott Everett
Earle Cabell Federal Building and
United States Courthouse
1100 Commerce Street, Room 1254
Dallas, TX 75242

Dear Judge Everett:

I am a second-year law student at University of Michigan Law School, and I am writing to apply to clerk for you for the 2024-2025 term. I am interested in a federal district clerkship because after clerking, I hope to pursue a career as a government litigator, either as a federal prosecutor or on the civil side.

Prior to Law School, I worked in credit card analytics, first at Capital One, and then at Verisk Financial, an analytic consulting firm. I developed three critical skills in this work. First, I learned to tailor my presentations to the concerns and experience of my audience, adapting my material for internal technical audiences and senior executives at our clients. Second, I refined a meticulous attention to detail, because I was often the last layer of internal review before our recommendations were shared with our customers. Finally, I learned to pace myself and prioritize, working to meet my deadlines without burning out.

Developing my legal research and writing skills has been my top priority during my first two years at Michigan Law. Last Spring, I wrote a blog post for the Michigan Journal of Environmental and Administrative Law on the constitutional issues associated with agency delegation to private entities. During my Summer at the U.S. Attorney's Office, I continued to hone my legal skills, writing short memos for sentencing, opposing suppression of evidence, and defending expert testimony. In the Fall, I wrote an eighteen-page essay exploring how structural factors in governance have impeded effective regional transit in Southeast Michigan, as well as a Campbell Moot Court brief. During my Summer internship with the Department of Justice in their Tax Division, I expect to have the opportunity to develop substantive expertise, as well as to practice writing longer, more nuanced briefs.

In addition to the requested documents, I have included with my resume a letter explaining Michigan's class ranking policy.

Thank you for your consideration.

Sincerely,
Benjamin Lehman

Benjamin Lehman

3085 Wolverine Drive, Ann Arbor, MI 48108
734-395-0319 • benjamle@umich.edu
He/Him

EDUCATION

UNIVERSITY OF MICHIGAN LAW SCHOOL

Juris Doctor 3.821 (historically top 10 %)

Journal: Managing Executive Editor, *Michigan Journal of International Law*

Honors: Certificate of Merit: Torts, Civil Procedure

Clinic: Child Advocacy Law Clinic

Activities: Treasurer, *Older Wiser Law Students*

Packet Design Team, *1L Oral Advocacy Competition*

Volunteer, *Clean Slate (Expungement) Project, Michigan Advocacy Program*

Ann Arbor, MI
Expected May 2024

CORNELL UNIVERSITY

Masters of Engineering in Systems Engineering

Bachelor of Science in Civil and Environmental Engineering

Activities: President, Ring of Steel Ithaca (Fight Choreography and Stunt Performance Troupe)
Treasurer, Risley Residential College

Ithaca, NY
May 2013
May 2012

EXPERIENCE

DEPARTMENT OF JUSTICE, TAX DIVISION CIVIL TRIAL WESTERN REGION

Summer Legal Intern (SLIP)

Washington, DC
May-August 2023

UNITED STATES ATTORNEY'S OFFICE NORTHERN DISTRICT OF OHIO

Summer Legal Intern

Toledo, OH
June 2022-August 2022

- Drafted Sentencing Memos for a variety of criminal charges, including gun possession and child pornography
- Analyzed criminal history of Defendants for applicability of sentencing enhancements
- Wrote successful Motion to Dismiss in civil case about Rail Labor Act
- Researched and wrote responsive memoranda to Motions to Suppress and to Dismiss

VERISK ANALYTICS

Manager, Analytics

White Plains, NY
August 2018-August 2021

- Developed and presented new PowerPoint reports and analyses to help banking clients understand the impact of COVID on their partners and customers
- Scheduled team meetings and planned morale-boosting activities, both virtually and in-person
- Managed two junior associates, developing their technical, leadership, and presentational skills through practice presentations and monthly development check-ins

CAPITAL ONE FINANCIAL

Senior Data Analyst (Full Time)

Richmond, VA
August 2015-August 2018

- Coordinated shift of data to a new platform, understanding internal client needs and translating them into requirements for the tech teams to prevent any interruption in the work

Data Analyst (Full Time)

July 2013-August 2015

- Designed and created performance monitoring reports in Excel and PowerPoint for new Customer Management Products

ADDITIONAL

Languages: French (Moderate), German (Basic)

Interests: Political History, Strategy Games, Walking (5-10 miles)



Rashida Y. Douglas

Registrar; Director

Office of Student Records, 300 Hutchins Hall

625 S. State Street, Ann Arbor, MI 48109-1215

Phone: 734.763.6499 | Fax: 734.936.1973

Email: lawrecords@umich.edu

Memo: 2018 - 2022 Class Ranking

To whom it may concern:

The University of Michigan Law School does not rank its current students; however, it does rank graduates upon completion of their degrees. As the GPAs that correspond to particular percentages do change slightly from year to year, we are providing averages for the graduating classes from the past five academic years (2018 - 2022). Thus, the following information may assist you in evaluating candidates:

- Students with a cumulative GPA of 4.010 and above finished in the top 1%
- Students with a cumulative GPA of 3.941 and above finished in the top 2%
- Students with a cumulative GPA of 3.921 and above finished in the top 3%
- Students with a cumulative GPA of 3.884 and above finished in the top 5%
- Students with a cumulative GPA of 3.820 and above finished in the top 10%
- Students with a cumulative GPA of 3.772 and above finished in the top 15%
- Students with a cumulative GPA of 3.735 and above finished in the top 20%
- Students with a cumulative GPA of 3.700 and above finished in the top 25%
- Students with a cumulative GPA of 3.650 and above finished in the top 33%
- Students with a cumulative GPA of 3.563 and above finished in the top 50%

During the Winter 2020 term, a global pandemic required significant changes to course delivery. All courses used mandatory Pass/Fail grading. Consequently, the students who graduated in the May 2020 term graduated with five semesters of graded courses, rather than six.

A handwritten signature in black ink, appearing to read 'Rashida Y. Douglas'.

Rashida Y. Douglas
Law School Registrar & Director for the Office of Student Records

Applicant Details

First Name	William
Last Name	LeRoux
Citizenship Status	U. S. Citizen
Email Address	wleroux@uoregon.edu
Address	<div> <div>Address</div> <div> <div>Street</div> <div>3531 SW Dosch Rd</div> <div>City</div> <div>Portland</div> <div>State/Territory</div> <div>Oregon</div> <div>Zip</div> <div>97239</div> <div>Country</div> <div>United States</div> </div> </div>
Contact Phone Number	50386665898

Applicant Education

BA/BS From	Loyola University Chicago
Date of BA/BS	May 2020
JD/LLB From	University of Oregon School of Law
	http://www.law.uoregon.edu/
Date of JD/LLB	May 5, 2024
Class Rank	30%
Does the law school have a Law Review/Journal?	Yes
Law Review/Journal	No
Moot Court Experience	No

Bar Admission

Prior Judicial Experience

Judicial Internships/Externships	Yes
Post-graduate Judicial Law Clerk	No

Specialized Work Experience

Specialized Work Experience

Bankruptcy

Recommenders

Coles-Bjerre, Andrea

acoles@uoregon.edu

Bjerre, Carl

cbjerre@uoregon.edu

541-346-3981

This applicant has certified that all data entered in this profile and any application documents are true and correct.

Will LeRoux

Email: wleroux@uoregon.edu | Mobile: (503) 866-6589 | LinkedIn: <https://www.linkedin.com/in/william-leroux-b82063173/>

May 31, 2023

Judge Scott Everett
United States Bankruptcy Court
1254 Earle Cabell Federal Bldg,
Dallas, TX 75242

Dear Hon. Everett:

I am a rising 3L at the University of Oregon School of Law, applying for a law clerk position at the Dallas, Texas Bankruptcy Court. My background is in business, majoring in finance and minoring in economics. I have focused on business law courses, including Bankruptcy, Business Bankruptcy, Secured Transactions, Advanced UCC, Accounting for Lawyers, Federal Income Tax I, and Tax Policy. By graduation, I will have completed Business Associations, Sales, Mergers and Acquisitions, Securities Regulations, and Federal Income Tax II. In fall 2023, I will clerk at the Portland Bankruptcy Court.

I took Bankruptcy in fall 2022 and enjoyed it so much that I enrolled in Business Bankruptcy. I earned the highest grade in that course. Prof. Andrea Coles-Bjerre, my Bankruptcy Professor, asked me to be her research assistant. In spring 2023, I researched business bankruptcy topics such as non-monetary defaults and materiality, cross-default clauses and substantial connectedness, and financial accommodations and incidentality. The concept of incidentality arises from the disallowance of assumption of loans and financial accommodations under 11 U.S.C. §§ 365(c)(2) (disallowing assumption of financial accommodation contracts) and (e)(2)(B) (allowing ipso facto provisions for financial accommodation contracts). Courts developed incidentality to address non-debtors whose contracts are neither purely financial accommodations nor assumable contracts. For example, a contract in which the non-debtor extends credit while also supplying goods. Each week, I wrote a memorandum for Prof. Coles-Bjerre with case illustrations of recent cases on these topics.

The law school recently awarded me the Lew and Ann Williams Business Law Fellowship. Under this fellowship, I have continued bankruptcy research for Prof. Coles-Bjerre. This summer, I am researching the meaning of adequate assurance under 11 U.S.C. §§ 365(b)(1) and (f)(2), specifically how it relates to nonmonetary defaults, materiality, UCC § 2-609 (adequate assurance), and state contract and property law. In the coming spring semester, I will work with Prof. Carl Bjerre to research Uniform Commercial Code topics involving novel issues regarding controllable electronic records, such as cryptocurrency.

While working at the Oregon Tax Court, I demonstrated my ability to research and analyze complex legal issues, including the interaction between federal and state tax law. One assignment involved a cannabis business and whether a marijuana producer could deduct an air conditioner expense on his Oregon taxes when he could not do so for federal taxes. This required analyzing Oregon statutes that allow deductions for cannabis businesses and require taxpayers to use the same accounting method as their federal taxes. After careful research, I concluded that Oregon's exemption would not allow the taxpayer to use different accounting methods for federal and Oregon tax purposes.

Thank you for taking the time from your busy schedule to review my credentials. I hope to discuss this opportunity in greater detail.

Sincerely,


Will LeRoux

Enclosures

Will LeRoux

Email: wleroux@uoregon.edu • Mobile: 503-866-6589 • LinkedIn: <https://www.linkedin.com/in/william-leroux-b82063173/>

Education

University of Oregon, School of Law Eugene, OR
Juris Doctor Expected May 2024
Focus: Transactional, Tax & Bankruptcy Law
GPA/Rank: 3.5/Top 25%
Loyola University Chicago, Quinlan School of Business Chicago, IL
Bachelor of Business Administration May 2020
Majors: Finance, US/EU Business Administration
GPA: 3.3

Experience

Moss Adams Portland, OR
State and Local Tax Intern June 2023 – Present

- Research, analyze, and draft memoranda for clients on federal, state, and local tax issues and solutions.
- Research and summarize clients' eligibility for state and local credits and incentives.

Professor Coles-Bjerre, University of Oregon Law School Eugene, OR
Bankruptcy Research Assistant January 2023 – Present

- Research, analyze, and draft memoranda regarding bankruptcy case law and unsettled issues.
- Discuss with the professor current bankruptcy case law issues and possible implications.

Oregon Tax Court Salem, OR
Extern May 2022 – August 2022

- Researched analyzed, and drafted memoranda regarding tax law issues, often involving the interaction between federal, state, and local law.
- Drafted an opinion for a magistrate regarding equitable estoppel, home-rule, and state and local property taxes.

Universidad de Loyola Andalucia/Quinlan School of Business Chicago, IL
EU/US Double Degree Program Founder/Ambassador September 2019 – May 2020

- Provided immediate feedback to the director and administrators of the program.
- Built, sustained, and leveraged relationships with Spanish representatives in the EU Parliament and Commission in Brussels, Belgium, regarding issues facing the EU in March of 2018.
- Mentored incoming program participants from Spain and the U.S., providing guidance and sharing experiences.

Morgan Stanley Chicago, IL
Intern September 2019 – December 2019

- Explained complex financial products and services to clients in a clear persuasive manner and handled client requests as needed to ensure a positive customer experience.
- Collaborated with team members during business development initiatives to promote timely delivery of product material to potential clients.

Core Competencies & Skills

Organization and group facilitation | Effective and clear writing skills | Effective team skills | Strong interpersonal communication skills | Planning skills | Self-initiative | Reliable and consistent teammate | Eagerness to learn | Detail-oriented | Critical thinking

Interests

I grew up in Portland, Oregon. Since I was young my family and I spent time enjoying outdoor activities in the Northwest. I love to ride my bike to get around, spend time on the Oregon coast, ski, and watch the Portland Trail Blazers disappoint me every year.

Applicant Details

First Name **Carlos**
 Middle Initial **J**
 Last Name **Micames**
 Citizenship Status **U. S. Citizen**
 Email Address cj.micames@gmail.com

Address	Address Street 1615 Yamil Galib, Paseo Los Robles City Mayaguez State/Territory Puerto Rico Zip 00682 Country United States
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Contact Phone Number **7875060402**
 Other Phone Number **7875060402**

Applicant Education

BA/BS From **University of Puerto Rico**
 Date of BA/BS **June 2017**
 JD/LLB From **American University, Washington College of Law**
http://www.nalplawschoolonline.org/ndlsdir_search_results.asp?lscd=50901&yr=2010
 Date of JD/LLB **May 17, 2020**
 Class Rank **33%**
 Law Review/Journal **Yes**
 Journal(s) **American University Business Law Review**
 Moot Court Experience **No**

Bar Admission

Admission(s) **New York, Texas**

Prior Judicial Experience

Judicial
Internships/ **Yes**
Externships
Post-graduate
Judicial Law **No**
Clerk

Specialized Work Experience

Specialized Work
Experience **Bankruptcy**

Recommenders

Montilla, Camelia
camelia.montilla@promesa.gov
787-630-2844

El Koury, Jaime
jaime.elkoury@promesa.gov
646-932-6069

This applicant has certified that all data entered in this profile and any application documents are true and correct.

CARLOS J. MICAMES MONTALVO

1615 Yamil Galib, Paseo Los Robles, Mayagüez PR 00682 • (787) 506 0402 • cj.micames@gmail.com

The Honorable Judge Scott W. Everett
US Bankruptcy Court
Northern District of Texas

Dear Judge Everett,

I am a 2020 law graduate of American University Washington College of Law and financial associate with the Financial Oversight and Management Board for Puerto Rico (the “FOMB”) writing to express my interest in a federal clerkship with your chambers for the 2024-2025 term.

My interest in restructuring stems from my work with the FOMB since February 2021, where I have been able to attend omnibus hearings for the Title III restructurings of the Commonwealth, the Puerto Rico Electric Power Authority, and the Highway and Transportation Authority, as well as the Puerto Rico Public Finance Corporation’s Title VI qualifying modification. Moreover, growing up in Puerto Rico, I have been able to recognize the importance of bankruptcy for debtors, by providing them with a fresh start, as well as creditors, by granting them a higher return than what they would have received in a liquidation. In the case of Puerto Rico, most of my family were creditors that had invested a significant amount of their savings in the Commonwealth’s bonds. Without the benefits of the Title III restructuring and corresponding Plan of Adjustment, the financial impact could have been significantly greater.

Although I did not focus on bankruptcy in law school, I have acquired substantive experience and appreciation for bankruptcy law through my two years of experience with the FOMB and participation in the largest municipal bankruptcy in US history. I have attended various hearings, studied legal briefs, and analyzed Judge Swain’s historic decisions concerning the scope of liens for creditors in the HTA and PREPA Title III restructurings. To understand the relevant arguments put forth by each side and Judge Swain’s opinions, I committed myself to studying the bankruptcy code, taking online courses, and discussing these matters with members of the FOMB such as Professor David Skeel, Jaime El-Koury, and former Chief Judge Arthur Gonzalez.

It has been a pleasure to work with the FOMB team and participate in the largest debt restructuring in history. However, the opportunity to clerk under Judge Everett would be an invaluable experience. Since joining the FOMB, I have followed the fascinating restructurings that have been filed in the Northern District of Texas such as Highland Capital. Like Judge Everett, I would like to kickstart my career in bankruptcy law through a bankruptcy clerkship and it would be an honor to learn from his experience and passion in the field.

With the Northern District of Texas becoming such a popular jurisdiction for large oil and gas restructurings, it is the ideal area to analyze and draft opinions on complex legal issues. Further, it provides me with the opportunity to move to Texas, where I am licensed and seek to grow both professionally and personally. I have had the privilege of visiting the State multiple times through the Texas Minority Council Program, which I will also attend this year, and have always envisioned myself living there.

Thank you for your consideration,

Carlos J. Micames

CARLOS J. MICAMES MONTALVO

1615 Yamil Galib, Paseo Los Robles, Mayagüez, PR 00682 • cj.micames@gmail.com • (787) 506-0402

EDUCATION

American University Washington College of Law, Washington, DC

Juris Doctor

May 2020

Honors: *Senior Staffer*, Business Law Review; *Assistant Competitions Director*, Transactional Law Society (1st Place at Warsaw Negotiation Round)

Activities: *Co-chair*, Hispanic Bar Association, Legislative and Public Policy Committee; *Director of Finance*, Student Bar Association; *Allied Attorney*, Alliance for Defending Freedom,

Publications: *The Riddle of PROMESA: Is the Puerto Rico Oversight Board a Federal or Territorial Entity?* (Harvard Latinx Law Review); *Socially Responsible Lawyering: How ESG is Shaking up the Role of the Corporate Lawyer* (Journal of Law, Business and Ethics); *The Impact of Municipal Green Bonds on Mitigating Climate Change* (ABA, Environment, Energy, and Resources); *Affirming Affirmative Action* (Williamette Social Justice and Equity Law Journal, Vol. 4)

University of Puerto Rico, Mayagüez, PR

Bachelor of Arts, magna cum laude, Political Science; Economics

June 2017

WORK EXPERIENCE

Financial Oversight and Management Board for Puerto Rico, San Juan, PR

February 2021-Present

Legal Associate

- Attend the debt restructuring hearings for the Commonwealth and its instrumentalities
- Analyze contracts to ensure budgetary compliance and market competition
- Draft contract review letters approving or rejecting government contracts under 204(b) of PROMESA
- Perform legal research on procurement, FEMA guidelines, and the Title III bankruptcy process
- Receive whistleblower reports within government agencies and refer them to the applicable authorities
- Attend and lead meetings with government stakeholders, agencies, or related parties

CIMA Financial Regulation Consultants LLC, Weston, FL

October 2020-January 2021

Law Clerk

- Prepare risk assessments of potential offshore commercial transactions in Latin American countries
- Conduct due diligence of broker-dealer officers and directors in connection with offshore commercial transactions to ensure compliance with international and federal Anti-Money Laundering regulations
- Draft recommendations in English and Spanish on how to structure broker-dealer transactions in accordance with the applicable law in each country

American University Washington College of Law, Washington, DC

August 2019-May 2020

Student Attorney, Community and Economic Development Clinic

- Advise 501(c)(3) corporations on compliance with IRS regulations to maintain their tax-exempt status
- Draft loan documents for 501(c)(3) corporations compliant with UCC Article IX

McConnell Valdés LLC, San Juan, PR

June 2019-August 2019

Summer Associate (Corporate, Tax, and Litigation Departments)

- Analyze debt restructuring agreements for public agencies under the Bankruptcy Code
- Prepare a complex comparative assessment of legal and business ramifications of proposed tax overhaul regulation
- Advise corporate clients on compliance with Exchange Act reporting obligations

BAR ADMISSIONS

- Texas State Bar

April 2021

SKILLS AND INTERESTS

Skills: Microsoft Office (Excel, Word, PowerPoint), Spanish (fluent), French (intermediate), Contributor to Puerto Rican newspaper *El Nuevo Día*

Interests: Varsity Tennis Player, Guitarist, Blogger at *Legonomics*, Author of *Silhouette Daydreams*, Author of *Getting to Match Point*, Certified NASM Nutritionist

Applicant Details

First Name	Courtney
Last Name	Murray
Citizenship Status	U. S. Citizen
Email Address	clmurray1@ualr.edu
Address	<div> <div>Address</div> <div> <div>Street</div> <div>13 Esplanade Cir. Apt. 13114</div> <div>City</div> <div>North Little Rock</div> <div>State/Territory</div> <div>Arkansas</div> <div>Zip</div> <div>72114</div> <div>Country</div> <div>United States</div> </div> </div>
Contact Phone Number	9038064899

Applicant Education

BA/BS From	University of North Texas
Date of BA/BS	April 2021
JD/LLB From	University of Arkansas at Little Rock, William H. Bowen School of Law
	http://www.nalplawsonline.org/ndlsdir_search_results.asp
Date of JD/LLB	May 11, 2024
Class Rank	5%
Law Review/Journal	Yes
Journal(s)	University of Arkansas at Little Rock Law Review
Moot Court Experience	No

Bar Admission

Prior Judicial Experience

Judicial Internships/
Externships **Yes**
Post-graduate
Judicial Law Clerk **No**

Specialized Work Experience

Professional Organization

Organizations **Delta Theta Phi**
 Student Bar Association Honor Investigator

Recommenders

Minton, Kristen
ksminton@ualr.edu
5019165421
Khan, Almas
bakhan@olemiss.edu

**This applicant has certified that all data entered in this profile and
any application documents are true and correct.**

Courtney Murray

13 Esplanade Circle, Apt. #13114, North Little Rock, AR 72114

(903) 806-4899 • clmurray1@ualr.edu

August 4, 2023

The Honorable Scott W. Everett
United States Bankruptcy Court, Northern District of Texas
Earle Cabell Federal Building
1100 Commerce St., Rm. 1254
Dallas, TX 75242

Dear Judge Everett:

I am a third-year student at the University of Arkansas at Little Rock William H. Bowen School of Law and am writing to apply for the judicial clerkship position with your Court. Observing attorneys experienced in litigation, as well as acquiring in depth legal research and writing skills in all areas of the law, is what draws me to apply for this position. I believe that working as a judicial clerk would give me experience that would transfer well into practice after my time in the position concludes.

I am currently working for the Pulaski County Civil Attorney's Office as a Rule VX law clerk. I have had the opportunity to appear before judges in the 1st, 3rd, 5th, and 7th divisions of Pulaski County Circuit Court. This summer, I also assisted in grading and reviewing upcoming bar takers' practice essays through my school's PASS Program. I have previously served as a judicial extern for the Honorable Patricia James. While there, I drafted documents, contacted pro se litigants, and took part in her drug court proceedings. I thoroughly enjoyed my time as an extern, and I know that my time working in chambers will benefit me if I were to gain employment with your Court.

Last academic year, I was also employed as a Teaching Assistant for a Reading, Writing & Analysis course. I assisted the professor in researching assignment topics and grading memorandums and briefs. I also hosted BlueBook Zoom sessions to assist students in learning how to accurately create citations. The experiences I have had thus far have been invaluable, and I am sure that working in your chambers would prove to be the same.

I look forward to meeting with you, and thank you for your time.

Sincerely,



Courtney Murray

Courtney Murray

13 Esplanade Circle, Apt. #13114, North Little Rock, AR 72114 • (903) 806-4899 • clmurray1@ualr.edu

EDUCATION

- UA Little Rock Bowen School of Law | Little Rock, AR | Juris Doctor Candidate** **Anticipated May 2024**
- 3.77 GPA, ranked 5/142
 - Member of Law Review, Member of Delta Theta Phi, and SBA Honor Investigator
 - Top Paper in Evidence and Research, Writing, & Analysis II
 - Courtney Murray, *Without Your Clothes the Fourth Amendment Goes*, 46 U. ARK. LITTLE ROCK L. REV. (forthcoming Fall 2023).
 - Courtney Murray, Case Survey: *Nowell v. State*, 2023 Ark. 65, at *1, 663 S.W.3d 369, 46 U. ARK. LITTLE ROCK L. REV. (forthcoming Fall 2023).
- University of North Texas | Denton, TX | Bachelor of Arts in Political Science** **April 2021**
- 3.83 GPA, *magna cum laude*
 - Alpha Delta Pi Property Manager and Recruitment Analyst
 - SGA Supreme Court Justice
 - Member of the Order of Omega Honor Society and Pi Sigma Alpha Political Science Fraternity

EXPERIENCE

- UA Little Rock Bowen School of Law | Little Rock, AR | Teaching Assistant** **August 2023 – December 2023**
- Assist the Director of Bar Success in her Introduction to Bar Preparation course
- Pulaski County Civil Attorney's Office | Little Rock, AR | Rule XV Law Clerk** **May 2023 – Present**
- Perform research and write memorandums related to various topics
 - Represent the County under Rule XV in bond forfeiture proceedings
- UA Little Rock Bowen School of Law | Little Rock, AR | PASS Program Assistant** **June 2023 – July 2023**
- Assisted in reviewing and scoring upcoming bar takers' MEEs and MPTs
- Pulaski County Circuit Court | Little Rock, AR | Judicial Extern** **January 2023 – April 2023**
- Worked in the chambers of the Honorable Patricia James
 - Performed research relating to issues on the docket and drafting orders
 - Assisted pro se litigants in finding free resources and guiding them in the administrative steps
- UA Little Rock Bowen School of Law | Little Rock, AR | RWA Teaching Assistant** **September 2022 – May 2023**
- Assisted professor in grading and giving feedback on assignments such as memos and briefs
 - Assisted professor in responding to inquiries from students and monitoring progress on assignments
- Association of Arkansas Counties | Little Rock, AR | Law Clerk** **May 2022 – August 2022**
- Drafted legal documents, such as Statements of Indisputable Material Facts, and sorted discovery
 - Researched issues relating to 1983 claims and employment law
- Little Family Law | Flower Mound, TX | Summer Intern** **June 2020, May 2021 – July 2021**
- Wrote blog posts about different family law topics
 - Completed office tasks such as scanning documents, creating physical and digital files of information
- University of North Texas | Denton, TX | Academic Assistant** **December 2020 – May 2021**
- Assisted professor in hosting virtual class by running ZOOM
 - Graded discussion boards and assignments; made charts displaying shortened answers to discussions
- University of North Texas | Denton, TX | Supplemental Instruction Leader** **August 2019 – December 2020**
- Tutored peers in a political science course by leading study sessions with up to 30 participants
 - Attended group sessions to build effective leadership skills

Applicant Details

First Name	Nicolas
Middle Initial	C
Last Name	Oehler
Citizenship Status	U. S. Citizen
Email Address	nicoehler13@gmail.com
Address	<div> Address Street 1246 Garman Rd City Akron State/Territory Ohio Zip 44313 Country United States </div>
Contact Phone Number	4196318350

Applicant Education

BA/BS From	Bowling Green State University
Date of BA/BS	May 2020
JD/LLB From	University of Akron School of Law
	http://www.uakron.edu/law/career
Date of JD/LLB	May 7, 2023
Class Rank	15%
Law Review/Journal	Yes
Journal(s)	Akron Law Review
Moot Court Experience	No

Bar Admission

Prior Judicial Experience

Judicial Internships/Externships	Yes
Post-graduate Judicial Law Clerk	No

Specialized Work Experience

Recommenders

Sahl, Joann
jsahl1@uakron.edu
330-972-7189

Horvath, George
ghorvath@uakron.edu
330-972-4990

Korzun, Vera
vkorzun@uakron.edu
330-972-7331

This applicant has certified that all data entered in this profile and any application documents are true and correct.

Nicolas C. Oehler
1246 Garman Rd
Akron, OH 44313

May 26, 2023

The Honorable Scott Everett
Earle Cabell Federal Building and
United States Courthouse
1100 Commerce Street, Room 1254
Dallas, TX 75242

Dear Judge Everett:

I am submitting this letter to express my interest in a judicial clerkship in your chambers and to highlight my qualifications. Throughout my time at the University of Akron School of Law, I focused on gaining experience and performing well academically. I maintained a 3.74 GPA, ranked 13 in my class, and graduated *summa cum laude*. I was a research assistant to Professor Horvath, whose research focused on medical product liability under the Restatement (Second) of Torts and comment k. Amongst my other qualifications, I graduated *summa cum laude* from Bowling Green State University.

This past summer, I was a summer associate at Brennan, Manna, and Diamond and will continue there after taking the UBE in July 2023. Before my law clerk position, I was a judicial extern for the Honorable John R. Adams. I also completed a legal internship with GE Lighting, a Savant Company. To supplement these experiences, I participated in the law school's transactional clinic and the civil practice clinic, where I received my certified legal intern certificate to gain litigation experience.

In addition to gaining experience, I dedicated myself to performing well in academics and deepening my understanding of the law. I served as a production editor on the Editorial Board of the *Akron Law Review*. My student note, "*The Scrivener's Error: How Bankruptcy Judges Overrule Health Experts on Medicare Decisions*," was published in Volume 56 of the *Akron Law Review*. I also participated in the Business Law Society and Health Law Society.

Enclosed, please find my resume, writing samples, my transcripts, and letters of recommendation. For ease of reference, here is the contact information for all recommenders should you wish to reach out directly:

Joann M. Sahl
Clinical Professor and C. Blake McDowell, Jr. Professor of Law
University of Akron School of Law
Email: jsahl1@uakron.edu
Phone: 330-972-7189

George Horvath
Assistant Professor
University of Akron School of Law
Email: ghorvath@uakron.edu
Phone: 330-972-4990

Vera Korzun
Associate Professor of Law
University of Akron School of Law
Email: vkorzun@uakron.edu
Phone: 330-972-6751

My experience and academic achievement will enable me to be an immediate and valuable contributor to your judicial work. Thank you for your consideration; I hope to hear from you soon.

Sincerely,

Nicolas C. Oehler

Nicolas C. Oehler

nicoehler13@gmail.com
(419) 631-8350
1246 Garman Rd
Akron, OH 44313

Experience

- Law Clerk | Brennan, Manna & Diamond | Akron, Ohio Summer 2022 to Present
- Participated in the summer associate program, gaining experience in health, corporate, business, tax, real estate, and employment law. Continued as a part-time law clerk
 - Completed various transaction and litigation projects, including drafting motions, agreements, corporate documents, presentations, and research memorandums
 - Observed and participated in numerous conferences, client meetings, and hearings
- Judicial Extern | U.S. District Court of Northern Ohio, Judge John R. Adams | Akron, Ohio Spring 2022
- Drafted orders for motions to dismiss, judgment on the pleadings, and summary judgment for the Honorable John R. Adams
 - Researched and gained experience in criminal and civil litigation, including employment, corporate, education, civil rights, environmental, contract, constitutional, and tort law
 - Observed various conferences, hearings, and trials and attended attorney arguments
- Legal Intern | GE Lighting, A Savant Company | East Cleveland, Ohio Summer 2021
- Gained experience in several areas of law and completed various projects relating to employment, labor, contract, antitrust, intellectual property, and property law
 - Researched and drafted arguments for union arbitration and a memo regarding terms of use and mass individual arbitrations
 - Amended commercial contract, assisted in updating terms and conditions for a smartphone application, and prepared an antitrust presentation
 - Investigated an intellectual property rights issue with a joint venture
 - Assisted in commercial real estate transactions and lease
 - Worked cooperatively with human resources by drafting and researching relevant employment law, including new policies, procedures, and company-wide job descriptions and job restructuring
- Healthcare Administration Intern | Avita Health System | Galion, Ohio Summer 2019
- Supported executives of human resources, information technology, supply chain, marketing, corporate compliance & privacy, finance, ancillary services, physician services, corporate relations, and nursing
 - Developed working skills in marketing and communication through content creation, and support at community-based meetings, outreach, and events
 - Supported critical employee records review through audit of physician contracts and updates to employee files
 - Promoted quality improvement by enhancing the nurse productivity reports and conducting studies on emergency department productivity

Education

- The University of Akron School of Law May 2023
- Juris Doctor, *summa cum laude*; Sitting for UBE (Ohio), July 2023
Current GPA: 3.74 (Top 15%/Rank:13)
Organizations: Akron Law Review - Production Editor/Editorial Board; Health Law Society; Business Law Society
Clinics: SEED (Transactional) Clinic; Civil Litigation Clinic – Certified Legal Intern
Honors and Publications: Volume 56 of the *Akron Law Review*: “*The Scrivener’s Error: How Bankruptcy Judges Overrule Health Experts on Medicare Decisions*”; Dean’s List Recipient
Research Assistant for Professor George Horvath (Spring 2023): Researching strict liability, comment k, and medical devices
- Bowling Green State University May 2020
- Bachelor’s in Applied Health Science, *summa cum laude* - Healthcare Administration Specialization
Honors: 2020 Outstanding Senior in Public Health; Dean’s List Recipient

Community Engagement

- Family Ministries Coordinator at St. Paul United Methodist Church (2018 to 2020, Galion, Ohio)
- Intern with United Methodist Church (Summer 2018, Carrollton, Ohio) (Summer 2020, Ashland, Ohio)
- Eagle Scout, Boy Scouts of America
- Notetaker for the Office of Accessibility at the University of Akron
- Pro Bono Hours with the University of Akron School of Law: 150+

Applicant Details

First Name	German
Last Name	Orellana
Citizenship Status	U. S. Citizen
Email Address	gdorella@syr.edu
Address	<div> <div>Address</div> <div> <div>Street</div> <div>4101 Brighton Pl 3305 B</div> <div>City</div> <div>Syracuse</div> <div>State/Territory</div> <div>New York</div> <div>Zip</div> <div>13210</div> </div> </div>
Contact Phone Number	7867171098

Applicant Education

BA/BS From	University of Miami
Date of BA/BS	May 2021
JD/LLB From	Syracuse University College of Law
	https://law.syracuse.edu/
Date of JD/LLB	May 15, 2024
Class Rank	Below 50%
Law Review/Journal	Yes
Journal(s)	Syracuse Journal of International Law and Commerce
Moot Court Experience	No

Bar Admission

Prior Judicial Experience

Judicial Internships/ Externships	Yes
Post-graduate Judicial Law Clerk	No

Specialized Work Experience

Recommenders

Germain, Gregory
glgermai@syr.edu
315-443-3757

Brown, Emily
embrow04@syr.edu
315-443-9992

This applicant has certified that all data entered in this profile and any application documents are true and correct.

GERMAN ORELLANA

4101 Brighton Pl, Apt. 3305-B Syracuse, NY 13210 | (786) 717-1098 | gdorella@syr.edu

July 1, 2023

The Honorable Scott W. Everett
United States Bankruptcy Court for the Northern District of Texas
Earle Cabell Federal Building and United States Courthouse
1100 Commerce Street
Dallas, TX 75242

Dear Judge Everett:

I am a rising third-year law student at Syracuse University College of Law writing to apply for the judicial clerkship vacancy with your Chambers during the 2024 – 2025 term.

I developed a strong interest in Bankruptcy Law after serving as a certified law student intern at the Justice Department's U.S. Trustee Program and as a judicial intern for Judge Mark at the U.S. Bankruptcy Court for the Southern District of Florida. By observing various bankruptcy proceedings from different perspectives, I acquired the skills and knowledge necessary to excel in a clerkship position. My attention to detail, strong analytical skills, and ability to work under pressure make me an ideal candidate to assist you with your judicial duties.

Enclosed is my resume, writing sample, and all other required documents. The writing sample is a memorandum I wrote while interning with Judge Mark's Chambers. I welcome an opportunity to discuss my candidacy with your Chambers further. Thank you in advance for your time and consideration.

Respectfully,



German Orellana

GERMAN ORELLANA

4101 Brighton Pl, Apt. 3305-B Syracuse, NY 13210 | (786) 717-1098 | gdorella@syr.edu

EDUCATION

Syracuse University College of Law

Juris Doctor Candidate

Syracuse, NY

Expected May 2024

- **Honors:** Syracuse Journal of International Law and Commerce, Lead Articles Editor; Travis H.D. Lewin Advocacy Honor Society, Alternate Dispute Resolution, Associate Member
- **Activities:** Latin American Law Student Association; First Generation Law Students Association

University of Miami

Bachelor of Arts in Economics

Coral Gables, FL

May 2021

- **Honors:** Provost's Honor Roll & Dean's List (Summer 2020, Spring 2021)
- **Activities:** Phi Sigma Pi; Study Abroad, France, Italy (Summer 2019)

WORK EXPERIENCE

Financial Industry Regulatory Authority, Advertising Regulation Department

Summer Analyst

Rockville, MD

May 2023 – July 2023

- Review member firms' communications with retail investors for compliance with FINRA, SEC, MSRB and SIPC rules. Produce written analyses of those communications to FINRA staff and member firms.

United States Department of Justice, United States Trustee Program

Law Student Intern

Miami, FL

Feb. 2023 – April 2023

- Conducted legal research on debtor in possession financing. Attended 341(a) Meeting of Creditors, status conferences and hearings. Reviewed bankruptcy schedules and pleadings to determine abuse.

Hon. Robert A. Mark, United States Bankruptcy Court, Southern District of Florida

Judicial Intern

Miami, FL

July 2022 – Aug. 2022

- Conducted legal research on contested matters and adversary proceedings, including preference and fraudulent transfers arising under Chapter 11 bankruptcies. Prepared weekly calendar notes for internal use. Attended weekly Motion and Confirmation Calendars.

Hon. Antonio Arzola, Eleventh Judicial Circuit of Florida, Miami-Dade County

Judicial Intern

Miami, FL

May 2022 – July 2022

- Conducted legal research, drafted memoranda, and judicial orders pertaining to judicial foreclosures and first-party insurance claims. Attended weekly Motion Calendars, and Special Sets. Observed 2 trials.

LEADERSHIP EXPERIENCE

Syracuse University, Office of Community Standards (OCS)

Procedural Advisor

Syracuse, NY

Oct. 2021 – Present

- Advise students through the University Conduct Process. Attend informal resolution meetings and/or hearings between students and the University Conduct Board and OCS.

University of Miami, Students Together Ending Poverty (STEP)

Vice President

Coral Gables, FL

May 2020 – May 2021

- Engaged in weekly planning sessions with Camillus house, Chapman Partnerships, and Lotus House to promote education and awareness of poverty issues on campus and throughout the community. Drafted and sent monthly reports of goals and achievements to the Committee on Student Organizations.

SKILLS, AND INTERESTS

Languages: Fluent in Spanish

Interests: Distance running

Applicant Details

First Name	Dale
Middle Initial	R
Last Name	Patterson
Citizenship Status	U. S. Citizen
Email Address	drpatterson@charlestonlaw.edu
Address	<div style="border: 1px solid #ccc; padding: 5px;"> <p>Address</p> <p>Street 4771 Horse Drawn Way</p> <p>City Summerville</p> <p>State/Territory South Carolina</p> <p>Zip 29485</p> <p>Country United States</p> </div>
Contact Phone Number	8644665543

Applicant Education

BA/BS From	Clemson University
Date of BA/BS	December 2017
JD/LLB From	Charleston School of Law
	http://www.charlestonlaw.edu
Date of JD/LLB	May 11, 2024
Class Rank	25%
Law Review/Journal	Yes
Journal(s)	Charleston Law Review
Moot Court Experience	Yes
Moot Court Name(s)	Moot Court Board

Bar Admission**Prior Judicial Experience**

Judicial Internships/Externships	No
Post-graduate Judicial Law Clerk	No

Specialized Work Experience

Recommenders

Merkel, William
wmerkel@charlestonlaw.edu
8433771398

Janssen, William
wjanssen@charlestonlaw.edu
(843) 377-2442

This applicant has certified that all data entered in this profile and any application documents are true and correct.

Dale R. Patterson

864-466-5543 | 4771 Horse Drawn Way, Summerville, SC 29485 | drpatterson@charlestonlaw.edu

July 17, 2023

The Honorable Scott W. Everett
United States Bankruptcy Court for the Northern District of Texas
Earle Cabell Federal Building
1100 Commerce Street, Room 1421
Dallas, Texas 75242

Dear Judge Everett:

A lot can be learned from reviewing a person's work. My father taught me countless life lessons, but few resonate more than his repeated advice to be diligent and honest in all the work that I do. Whether it's washing dishes after supper or working at a law firm as a part-time clerk, my father instilled in me from a very young age to put the same earnest level of effort into each job that I do. It's better to be meticulous and patient, he taught me, to do the job right and to the very best of my abilities, than to cut corners and leave behind a weak work product. Thanks to my father, this lesson is now part of who I have become. He was right, in this and in so many other ways—a person's work is truly a reflection of himself or herself.

I am only the second in my family to graduate college, the first in my family to pursue a post-graduate degree, and the first to aspire to become a lawyer. But in every step of this journey, I hear my father's words echoing in all that I do. I understand that a clerkship in your Chambers is an opportunity prized by all. But I also know that I have much to offer.

During law school, I have worked hard to constantly improve my skills as a legal researcher, writer, and analyst. I was awarded the *CALI* award in my Legal Research and Writing course as the top student in that class. I was invited to join the *Charleston Law Review* and was chosen by our Editor-in-Chief to serve as Associate Editor in Chief. I am one of six *Charleston Law Review* members to have their student-written notes selected for publication in an upcoming issue. My Note focused on the federal circuit split regarding personal jurisdiction under the federal Racketeer Influenced and Corrupt Organizations Act.

I am also a member of the Charleston School of Law Moot Court Advocacy Board where I will compete this upcoming year in an interschool competition representing my school. I have spent this summer interning with First Judicial Circuit Solicitor's Office in Saint George, South Carolina. With the Solicitor's Office, I've had the opportunity to watch several courtroom proceedings, including a full trial. Frequently, I observe and speak with the attorneys and take note of how they conduct themselves when addressing a judge or a jury.

What I have to offer is a person with aspirational goals who is working tirelessly to become a great lawyer who can honor his profession and his family by hard work, attention to detail, and a humility honed by perspective. I pledge to you a work ethic built on diligence and honesty—instilled in me by my father—coupled with my acquired skills as a legal researcher, writer, and analyst. Thank you for your consideration of my candidacy, and I stand ready to provide you with any additional information you might request in this regard.

Respectfully yours,



Dale R. Patterson

Dale R. Patterson

864-466-5543 | 4771 Horse Drawn Way, Summerville, SC 29485 | drpatterson@charlestonlaw.edu

EDUCATION

Charleston School of Law, Charleston, SC

Juris Doctor, anticipated May 2024

GPA: 3.210

Honors: *Charleston Law Review*, Associate Editor in Chief

Moot Court Advocacy Board

CALI Award for Legal Research, Analysis and Writing

Activities: Federal Bar Association – Student Division, Treasurer

Publications: Dale R. Patterson, *Personal Jurisdiction Under 18 U.S.C. § 1965: An Interpretive Guide*, 18 CHARLESTON L. REV. – forthcoming.

Clemson University, Clemson, SC

Bachelor of Arts in Political Science, Minor in Legal Studies, December 2017

GPA: 3.1

Activities: Student Government, Senator

EXPERIENCE

Ashcraft & Gerel, LLP, Charleston, SC

Law Clerk

July 2023 – Present

- Navigate Camp Lejeune water contamination victims through the administrative process pursuant to the Honoring our Promise to Address Comprehensive Toxics (PACT) Act.
- Gather necessary documents to assist with preparation and filing of Camp Lejeune water contamination claims.

First Judicial Circuit Solicitor's Office, Saint George, SC

Intern

May 2023 – Present

- Analyze case files and video footage to gather facts, review charges, and find potential legal issues.
- Assist with trial preparation by conducting research and drafting documents.
- Draft memorandums addressing novel legal issues.

Town of Mount Pleasant, Mount Pleasant, SC

Extern

January 2023 – April 2023

- Conducted legal research and drafted memorandums on relevant issues pertaining to municipalities.
- Updated and organized relevant federal/state case law and South Carolina Attorney General opinions for quick reference.

Warder Law Firm, Charleston, SC

Law Clerk

May 2022 – December 2022

- Drafted medical chronologies for Workers' Compensation claims.
- Assisted with requests for production of documents.

William M. Janssen, Professor of Law, Charleston, SC

Summer Research Assistant

Summer 2022

- Conducted legal research on attorney-client privilege in cases pending in federal court.
- Added and updated federal case law for publication in the frequently cited treatise: 1 PAUL R. RICE, ET AL., ATTORNEY-CLIENT PRIVILEGE IN THE UNITED STATES, (2022-2023 ed.).
- Reviewed and edited federal civil procedure logic maps for publication in: WILLIAM M. JANSSEN, FEDERAL CIVIL PROCEDURE LOGIC MAPS (3d ed. 2022).

Applicant Details

First Name	Melanie
Last Name	Quijano
Citizenship Status	U. S. Citizen
Email Address	melaniemquijano@gmail.com
Address	<div> <div>Address</div> <div> <div>Street</div> <div>14103 Blisswood Dr</div> <div>City</div> <div>Houston</div> <div>State/Territory</div> <div>Texas</div> <div>Zip</div> <div>77044</div> <div>Country</div> <div>United States</div> </div> </div>
Contact Phone Number	832-427-9138

Applicant Education

BA/BS From	University of Houston-Main Campus
Date of BA/BS	December 2020
JD/LLB From	Texas Southern University-- Thurgood Marshall School of Law
	http://www.tsulaw.edu
Date of JD/LLB	May 10, 2024
Class Rank	10%
Does the law school have a Law Review/Journal?	Yes
Law Review/Journal	No
Moot Court Experience	Yes
Moot Court Name(s)	Duberstein Bankruptcy Moot Court Competition

Bar Admission

Prior Judicial Experience

Judicial Internships/ Externships	Yes
Post-graduate Judicial Law Clerk	No

Specialized Work Experience

Recommenders

Brown, Chris
Cb@brownlawgrouptx.com
713-597-2494
Singh, Brendon
bsingh@ts-llp.com

This applicant has certified that all data entered in this profile and any application documents are true and correct.

Melanie M. Quijano

14103 Blisswood Dr • Houston, TX 77044 • phone: 832.427.9138 • melaniemquijano@gmail.com

July 5, 2023

United States Bankruptcy Court
Northern District of Texas
1100 Commerce Street
Dallas, TX 75242

Dear Judge Scott W. Everett,

I am a rising third-year law student at Texas Southern University, Thurgood Marshall School of Law (“TMSL”), and I am thrilled to apply for the Term Law Clerk position. My passion for law and dedication to seeing businesses and individuals succeed stems from the experience of growing up with immigrant parents who owned small businesses.

During my second year of law school, I became highly interested in bankruptcy law. I am eager to gain hands-on experience in this area through a clerkship at this Court. I am confident that my exceptional organizational skills, outstanding leadership abilities, and proven teamwork experience will make me a valuable addition to the staff.

As the Treasurer for the Corporate and Tax Law Society at TMSL, I have honed my communication abilities by reaching out to various attorneys within the corporate and tax practice areas to share their knowledge and experience with our students and organization. Additionally, my role as a team captain for the national Duberstein Bankruptcy Moot Court Competition provided me with invaluable legal research, writing, and public speaking skills. This experience has strengthened my passion for advocacy and sparked a desire to improve my legal writing and advocacy skills further to become a highly effective legal professional.

I have gained hands-on legal experience as a legal intern at the 1st Court of Appeals in Houston, where I honed my legal writing skills and gained a comprehensive understanding of the nuances of the judicial process. As an intern at the Brown Law Group, P.L.L.C., I managed a database of over 150 clients, conducted legal research, and provided translation services, developing my language skills and reinforcing the importance of attention to detail and organization in the legal profession. As a law clerk at Quijano Law Firm, P.L.L.C., I have become skilled at efficiently managing a demanding law school schedule and a part-time job while providing excellent client services. These services include conducting research on novel immigration issues, drafting briefs and motions, and preparing asylum applications. My organizational skills and attention to detail, which are vital for legal success, have been further strengthened through this experience.

I am grateful for the opportunity to apply to the United States Bankruptcy Court for the Northern District of Texas. I would love to meet with you or your staff to demonstrate how I would greatly benefit the Court. Thank you for your time and consideration.

Sincerely,
Melanie Quijano
Enclosures

Melanie M. Quijano

14103 Blisswood Dr • Houston, TX 77044 • phone: 832.427.9138 • melaniemquijano@gmail.com

EDUCATION

Texas Southern University - Thurgood Marshall School of Law, Houston, TX

Expected May 2024

Juris Doctor Candidate, GPA: 3.4, Rank: 11/226 (Top 10%)

- Duberstein Bankruptcy Moot Court Team Captain
- 2L/3L Moot Court Competition, Champion
- Corporate & Tax Law Society, Treasurer
- Cali Awards, Criminal Law and Torts II

University of Houston, Houston, TX

December 2020

Bachelors of Political Science, minor in Phronesis and Linguistics, cum laude, GPA: 3.59

- Honors College
- Research internship with the Russian Cultural Center of Houston

Lone Star College, Kingwood, TX

May 2018

Honors College Fellow Associate of Arts, magna cum laude, GPA: 3.7

- Honors Undergraduate Research Day, Presenter
- Honors Capstone Project Award in Italy

EXPERIENCE

Tran Singh LLP

July 2023 – August 2023

Summer Associate

Justice Sarah B. Landau, First Court of Appeals, Houston, TX

July 2022 - August 2022

Intern

- Observed oral arguments presented to the court and participated in a mock oral argument
- Reviewed and edited civil suit court opinions
- Researched case law of arbitration agreements to draft opinion that was published on Westlaw

The Brown Law Group, P.L.L.C., Houston, TX

May 2022 - July 2022

Summer Associate

- Managed MyCase database of immigration clients
- Assisted with preparation for court hearings
- Conducted research on various country conditions as evidence submitted to the immigration courts

Quijano Law Firm, P.L.L.C., Houston, TX

May 2022 – June 2022

Summer Law Clerk

- Spearhead research on Cuban Parole and Orders of Release on Recognizance
- Draft briefs, motions, and affidavits
- Prepare asylum applications submitted to the United States Citizenship and Immigration Services

VOLUNTEER

- Youth Ministry Leader, La Familia de Jesus (creates schedule for youth camps and directs meetings)
- Houston Food Bank (assembles boxes of food to distribute on Thanksgiving Day)

INTERESTS

- Reading, Non-fiction
- Virtual Triathlon
- Hot Yoga

Updated 06/19/2023

Applicant Details

First Name **Madeline**
 Last Name **Schmidt**
 Citizenship Status **U. S. Citizen**
 Email Address Madeline.Schmidt@stcl.edu
 Address

Address**Street****3131 Cummins Street, Apt 54****City****Houston****State/Territory****Texas****Zip****77027****Country****United States**

Contact Phone Number **3616583326**

Applicant Education

BA/BS From **Texas A&M University-Corpus Christi**
 Date of BA/BS **December 2019**
 JD/LLB From **South Texas College of Law**
http://www.nalplawsonline.org/ndlsdir_search_results.asp?lscd=74405&yr=2011
 Date of JD/LLB **May 13, 2023**
 Class Rank **20%**
 Law Review/Journal **Yes**
 Journal(s) **CURRENTS: Journal of International Economic Law**
 Moot Court Experience **No**

Bar Admission

Prior Judicial Experience

Judicial
Internships/ **Yes**
Externships
Post-graduate
Judicial Law **No**
Clerk

Specialized Work Experience

Professional Organization

Organizations **Phi Delta Phi, Garland R. Walker American Inn
of Court, Houston Young Lawyers Association**

Recommenders

Berman, Debra
dberman@stcl.edu
Lewinbuk, Katerina
klewinbuk@stcl.edu
713-646-2940

**This applicant has certified that all data entered in this profile and
any application documents are true and correct.**

MADELINE SCHMIDT

361-658-3326 | madeline.schmidt@stcl.edu

June 13, 2023

The Honorable Judge Scott W. Everett
United States Bankruptcy Court
1100 Commerce Street, 14th Floor, Courtroom #3
Dallas, Texas 75242

Dear Judge Everett:

My name is Madeline Schmidt, and I graduated cum laude from South Texas College of Law Houston in May of this year. I am writing to express my interest in a clerkship in your chambers for the 2024 to 2025 term. I was drawn to apply because of my strong interest in pursuing a career in bankruptcy law.

My decision to attend law school and become an attorney was inspired by an admiration for my father's career as an attorney and federal bankruptcy judge in the Southern District of Texas. He ingrained in me a love not only for the law but also for serving my community. From a young age, my father saw potential in me to follow in his footsteps, and his confidence in me has been a driving force throughout my life.

While in law school, I took numerous courses which would be applicable to a career as a bankruptcy attorney, including Secured Transactions, Corporations, Agency & Partnership, and Federal Income Tax. Additionally, as a member of CURRENTS: Journal of International Economic Law, I gained significant experience with collaborative and detail-oriented work and refined my research, writing, and analytical abilities. I was also awarded two CALI Excellence for the Future Awards in Torts II and Legislation for earning the highest grade in the class.

During my first summer, I was fortunate to intern in the bankruptcy and restructuring division of Thompson & Knight (now Holland & Knight) in their Houston, Texas office. During this internship, I confirmed my interest in pursuing a career as a bankruptcy attorney. During my second summer, I worked at a defense litigation firm, where I assisted attorneys with every stage of the litigation process including discovery, depositions, pre-trial motions, voir dire, and trial. I also participated in a study abroad program at the University of Greenwich in London, England. During this course, we simulated advising entrepreneurs on business, legal, and cross-cultural issues as they launched their international business opportunity. The skills I have gained during my three years at South Texas College of Law Houston, along with the experience acquired through my internships and study abroad course, make me a qualified candidate for a clerkship in your court.

Clerking in your chambers would provide an invaluable opportunity to strengthen my knowledge of bankruptcy law by learning from your mentorship. I believe I could make a substantial contribution to your chambers if offered the opportunity. Thank you in advance for your consideration, and I look forward to hearing from you.

Sincerely,

Madeline Schmidt

MADELINE SCHMIDT

361-658-3326 | madeline.schmidt@stcl.edu

*Sitting for the Texas Bar Exam, July 2023***EDUCATION****South Texas College of Law Houston**, Houston, Texas May 2023*Juris Doctor, cum laude***GPA:** 3.552 **Rank:** Top 20%**Awards:** CALI Award (highest grade in class): Torts II, Legislation
Dean's List: Spring 2021, Fall 2022, Spring 2023**Journal:** CURRENTS: Journal of International Economic Law, Harry Reed Institute for Oil & Gas Energy Newsletter**Organizations:** Garland R. Walker American Inn of Court, Oil and Gas Law Society (Event Coordinator), American Bankruptcy Institute, ACLU @ STCL, Women's Law Society, Tax Law Society, Houston Young Lawyers Association**Mitchell Hamline School of Law & University of Greenwich School of Law, London, UK** Summer 2022*Study Abroad Program*, Comparative International Business Transactions: Doing Deals Across the World**Texas A&M University Corpus Christi**, Corpus Christi, Texas December 2019*Bachelor of Arts in University Studies***Emphasis:** Communication, Marketing, & Writing**PROFESSIONAL EXPERIENCE****Walters, Balido, & Crain**, Houston, Texas Summer 2022*Summer Associate*

- Researched and drafted legal memoranda on negligent entrustment, premise liability, wrongful death, and damages
- Participated in drafting written discovery responses and consulted with managing partner to evaluate discovery objections
- Attended courtroom proceedings for civil cases, including motion hearings, jury selection, jury and trials, and jury charge

U.S. District Judge David Hittner, Southern District of Texas, Houston, Texas Spring 2022*Judicial Intern*

- Analyzed legal issues and reviewed motions, pleadings, and memoranda on civil and criminal cases
- Drafted order on a § 2255 Motion on federal custody and orally presented to court clerks for approval by Judge Hittner
- Discussed evidentiary rulings and trial tactics with Judge Hittner
- Observed civil and criminal cases, including motion hearings, jury selection, jury and bench trials, and jury charge conferences

U.S. District Judge Andrew S. Hanen, Southern District of Texas, Houston, Texas Summer 2021*Judicial Intern*

- Proofread and cite checked court opinions to ensure the accuracy and quality of court documents
- Drafted court opinions on a variety of legal issues including pre-trial release, contract disputes, federal jurisdiction, summary judgment, and standing
- Examined legal briefs, evaluated arguments, and identified each case's key legal questions
- Observed courtroom proceedings on both civil and criminal matters before the U.S. District Court for the Southern District of Texas

Thompson & Knight LLP (now Holland & Knight), Houston, Texas Summer 2021*Bankruptcy Intern*

- Researched and drafted legal memoranda on claim objection and classification, attorney-as-witness, and other issues arising out of Chapter 11 proceedings for the legal team in the Bankruptcy and Restructuring division
- Participated as a witness at Trial Academy and aided in witness preparation by reviewing trial strategy and reviewing anticipated questions

Corpus Christi Symphony Orchestra, Corpus Christi, Texas August 2016 – July 2020*Director of Development & Marketing***Sterling Personnel, Inc./Sterling HR**, Corpus Christi, Texas March 2014 – August 2016*Marketing Communication Manager***The Bend Coastal Life Magazine**, Corpus Christi, Texas August 2015 – March 2016*Art & Entertainment Editor*

Applicant Details

First Name **Matt**
 Last Name **Schwartz**
 Citizenship Status **U. S. Citizen**
 Email Address mattas2@illinois.edu
 Address

Address
Street
29 E. Green St., Apt. 403
City
Champaign
State/Territory
Illinois
Zip
61820
Country
United States

Contact Phone Number **2488819914**

Applicant Education

BA/BS From **Michigan State University**
 Date of BA/BS **May 2020**
 JD/LLB From **University of Illinois, College of Law**
http://www.nalplawsonline.org/ndlsdir_search_results.asp
 Date of JD/LLB **May 9, 2024**
 Class Rank **I am not ranked**
 Does the law school have a Law Review/Journal? **Yes**
 Law Review/Journal **No**
 Moot Court Experience **No**

Bar Admission

Prior Judicial Experience

Judicial Internships/Externships	Yes
Post-graduate Judicial Law Clerk	No

Specialized Work Experience

Professional Organization

Organizations **Bankruptcy Law Society, Jewish Law Students Association, Turnaround Management Association, American Bankruptcy Institute.**

Recommenders

Pea, Janice
j-pea@law.uiuc.edu
217-431-8928

Lawless, Robert
rlawless@illinois.edu

This applicant has certified that all data entered in this profile and any application documents are true and correct.

Matt A. Schwartz

445 E. Illinois St., Apt. 2603 • Chicago, IL 60611 • (248) 881-9914 • mattas2@illinois.edu

June 22, 2023

The Honorable Judge Scott W. Everett
United States Bankruptcy Court for the Northern District of Texas
1100 Commerce Street, Room 1421
Dallas, TX 75242-1496

Dear Judge Everett:

I am writing to apply for a clerkship in your chambers for the 2024-2025 term. I am a rising third-year law student at the University of Illinois College of Law. This spring, I externed with Judge Deborah Thorne of the U.S. Bankruptcy Court for the Northern District of Illinois, which inspired my interest in clerking. A clerkship for you offers an unparalleled opportunity due to your efforts to improve the field. Your efforts are highlighted by the FBA Young Lawyers in Court Initiative in which you promote an efficient bankruptcy system through strong practicing attorneys. I am confident that my bankruptcy experience and strong legal research and writing skills would make an immediate asset to your chambers and docket.

First, my coursework has heightened my interest and understanding of bankruptcy law. I have gained a strong foundation of the practice from my *Bankruptcy* course that covered case dismissal and conversion, property of the estate, the automatic stay, relief from stay and adequate protection, executory contracts and leases, trustee's strong-arm powers, and preferential transfers. Last semester, the *Bankruptcy Seminar* featured discussing current trends in bankruptcy law with judges, trustees, or other professionals. Topics included mass-tort bankruptcies, non-debtor releases, restructuring support agreements, and Subchapter V cases. In addition to taking bankruptcy-related coursework, I sought out opportunities to learn about bankruptcy in practical settings. At the Bankruptcy Court, I attended each Chapter 7, 11, and 13 call and discussed the procedures and decision-making process with the judge.

Second, I have strong legal research and writing skills. I received an A- in Legal Research and continue to seek out opportunities to improve. My skills strengthened as a Law Clerk for the City of Chicago where I analyzed and drafted contract terms to protect the City from liability. I incorporated the feedback I received to improve my writing on each memorandum. To further improve my research and writing, I took *Judicial Opinion Writing*. The professor has over 18 years of clerking for the Illinois Supreme Court and taught the importance of adapting writing styles to the judge or justice. As part of the course, I prepared a bench memorandum and a judicial opinion on a case currently pending before the Illinois Supreme Court. I reviewed the lower court's decision, read the briefs submitted by the parties, heard oral arguments, and conducted external research for all writing. Separately, as a judicial extern in the bankruptcy court, I researched extensively 11 U.S.C. §§ 523(a)(2) and 542, issue preclusion doctrines, and jurisdictional questions. The research was used to provide legal writing for the judge to guide her decisions, including a bench memorandum and an opinion.

I have included for your review my resume, transcript, and an unpublished opinion written for Judge Thorne as my writing sample. I have also included recommendation letters from Professor Janice Pea and Professor Robert Lawless. Thank you for your time and consideration.

Sincerely,

Matt Schwartz

Matt A. Schwartz

445 E. Illinois St., Apt. 2603 • Chicago, IL 60611 • (248) 881-9914 • mattas2@illinois.edu

EDUCATION

University of Illinois College of Law, Champaign, IL

Juris Doctor, GPA: 3.24 / 4.00 (cum laude: 3.25+)

Anticipated May 2024

- University of Illinois Journal of Law, Technology & Policy – Member
- Law 692: Legal Externships – Teaching Assistant
- ECE/Philosophy 316: Ethics and Engineering – Course Aide
- Bankruptcy Law Society – Duberstein Moot Court Advisory Board
- Jewish Law Students Association – Vice President
- Turnaround Management Association – Member
- American Bankruptcy Institute – Member

Fall 2022 – Spring 2023

Michigan State University, James Madison College of Public Affairs, East Lansing, MI

Bachelor of Arts, Social Relations and Policy; Minor in Global Studies, GPA: 3.54 / 4.00

May 2020

- Dean's List: 4 out of 6 semesters
- Study Abroad: International Study Programs of Corvinus University of Budapest

Spring 2019

WORK EXPERIENCE

Goldstein & McClintock, Chicago IL

Law Clerk (Bankruptcy & Restructuring)

August 2023 – December 2023

United States Trustee Program of the Department of Justice, Chicago IL

Summer Legal Intern

June 2023 – August 2023

- Wrote complaints to dismiss debtors' discharge pursuant to 11 U.S.C. § 727 concerning PPP Loans
- Wrote motions with proposed orders to object to debtor's discharge pursuant to 11 U.S.C. § 727(a)(8) and for counsel to return fees received or to examine fees paid pursuant to 11 U.S.C. § 329(b)
- Analyzed and wrote research memorandum on Subchapter V issues, including administrative expenses for lease assumptions, trustee retainers, and removal of the Debtor-In-Possession from a non-operational entity
- Researched substantive issues such as: whether case conversion was proper with only speculative assets from pending lawsuits; the question of fact versus communication for attorney-client privilege; and how case law defines "atypical" conduct by Debtor in order to deny a chapter 7 conversion

United States Bankruptcy Court for the Northern District of Illinois, Chicago IL

Judicial Extern for the Honorable Deborah L. Thorne

January 2023 – May 2023

- Drafted an Opinion Memorandum to deny a Motion to Dismiss
- Wrote a research memorandum on whether res judicata or collateral estoppel apply to a prior arbitration award for purposes of fraud defined under 11 U.S.C. § 523(a)(2)
- Researched and wrote a bench memorandum on Debtor's Motion for Turnover Order under 11 U.S.C. § 543

City of Chicago Department of Law, Chicago, IL

Aviation, Environmental, Regulatory and Contracts Division Law Clerk

June 2022 – August 2022

- Revised a \$100 million Revolving Credit Line Agreement and addressed concerns with defined terms
- Reviewed and analyzed a \$5.7 million-dollar contract to determine how to transition away from supplier
- Drafted a template Memorandum of Understanding for mutual image sharing of surveillance cameras
- Researched various laws such as: Illinois Prevailing Wage Act; Illinois Biometric Information Privacy Act; Privacy Law for financial transactions; and the American with Disabilities Act

Lululemon Athletica Inc., Birmingham, MI

Part-Time Educator

October 2020 – August 2021

Lefkowitz Law Group, Southfield, MI

Legal Assistant (Consumer Bankruptcy)

May 2019 – August 2019

INTERESTS

- Culinary arts; golf; running; snowboarding; soccer; sudoku; and travelling

Applicant Details

First Name **Juliana**
 Last Name **Steward**
 Citizenship Status **U. S. Citizen**
 Email Address juliana.steward@gmail.com
 Address

Address

Street
2621 Juniper Lane
 City
Grapevine
 State/Territory
Texas
 Zip
76051
 Country
United States

Contact Phone Number **9366475088**

Applicant Education

BA/BS From **University of Texas-Austin**
 Date of BA/BS **May 2021**
 JD/LLB From **The University of Chicago Law School**
<https://www.law.uchicago.edu/>
 Date of JD/LLB **June 1, 2024**
 Class Rank **School does not rank**
 Does the law school have a Law Review/Journal? **Yes**
 Law Review/Journal **No**
 Moot Court Experience **Yes**
 Moot Court Name(s) **Ames Moot Court Competition**
ABA Diversity Moot Court

Bar Admission

Prior Judicial Experience

Judicial Internships/Externships	Yes
Post-graduate Judicial Law Clerk	No

Specialized Work Experience

Recommenders

Casey, Anthony
ajcasey@uchicago.edu
773-702-9578

Buss, Emily
ebussdos@uchicago.edu

Zunkel, Erica
ezunkel@uchicago.edu
773-702-9494

This applicant has certified that all data entered in this profile and any application documents are true and correct.

Juliana Steward

2621 Juniper Lane, Grapevine, TX 76051 · (936) 647-5088 · Juliana.Steward@gmail.com

The Honorable Bankruptcy Judge Scott W. Everett
U.S. Bankruptcy Court for the Northern District of Texas
1100 Commerce Street
Room 1254
Dallas, TX 75242

Dear Judge Everett,

I am a second-year law student at the University of Chicago Law School, applying for a clerkship in your chambers for the 2024 term. Raised and educated in Texas, I would love to return home following law school. Starting a family is essential to me, and with my partner in Dallas, your Court is ideally situated for my future goals. Centered around community service, my ambition is continuing to give back as your clerk. Clerking is an excellent opportunity to showcase and strengthen my adeptness with small teams.

As eldest of four sisters, I learned an early obligation to undertake responsibilities and manage crises. Now as a student leader to several organizations, time management and people skills are a must. Balancing student concerns while working with school administration is routine, and I focus my efforts on finding the right solution for all. Diligent work ethic is core to my big sister persona, and I look out for everyone on my team. My experience at the Federal Criminal Justice Clinic has been very client-forward, allowing me to interact with incarcerated and released individuals. My professional goal is litigating bankruptcy cases. Serving as your clerk would be the perfect complement to my legal education.

A resume, law transcript, undergraduate transcript, and writing sample are enclosed. Letters of recommendation from Professor Emily Buss, Professor Erica Zunkel, and Professor Anthony Casey, Dean Deputy, will arrive under separate cover. Should you require additional information, please do not hesitate to let me know. I hope to hear from you and thank you tremendously for your consideration.

Sincerely,

/s/ Juliana Steward

Juliana Steward
Enclosures

Reference Sheet

- Professor Anthony Casey, Dean Deputy
 - ajcasey@uchicago.edu
- Professor Emily Buss
 - ebussdos@uchicago.edu
- Professor Erica Zunkel
 - ezunkel@uchicago.edu

Juliana Steward

2621 Juniper Lane, Grapevine, TX 76051 · (936) 647-5088 · Juliana.Steward@gmail.com

EDUCATION

The University of Chicago Law School, Chicago, IL

Juris Doctor, expected June 2024

- *Leadership*: Texas Law Society, Co-President; Latinx Law Association, Vice President; Intellectual Property Law Association, Vice President
- *Activities*: Federal Criminal Justice Clinic, Ames Moot Court Competition, ABA First Amendment and Media Law Diversity Moot Court Competition, Student Admissions Committee
- *Community Service*: Lawyers in the Classroom, Prison Letter Writing, Moot Court judging

The University of Texas at Austin, Austin, TX

Bachelor of Arts in Philosophy and Rhetoric & Writing, Highest Honors, May 2021 GPA: 3.99

- *Activities*: St. Thomas Moot Court Regional Quarter Finalist; Texas Undergraduate Moot Court Regional 5th Place Speaker; Texas Moot Court, Director of Communications and Programming
- *Community Service*: Students Expanding Austin Literacy; Texas Lassos 501(c), Class President

EXPERIENCE

Goodwin Proctor, Los Angeles, CA

2L Litigation Summer Associate, May 2023 – July 2023

- Supported attorneys with legal research on patent infringement claims and violated protective order
- Drafted facts section and contractual analysis for petitioner's brief on unjust executive termination
- Compiled thorough procedural history for a pro bono domestic violence restraining order case

Federal Criminal Justice Clinic, Chicago, IL

Compassionate Release Team Member, September 2022 – Present

- Researched 3553(a) resentencing factors for compassionate release stash house sting litigation
- Engaged with clients and managed relations while gathering essential information for reports

The Honorable Judge John F. Kness, Chicago, Illinois

Judicial Intern, June 2022 – July 2022

- Conducted extensive legal and policy research into specific regulatory areas relevant to case
- Summarized key information from extensive records into cohesive reports for law clerks

Property Works of Central Texas, Manchaca, Texas

Administrative Assistant, February 2021 – May 2021

- Researched legal questions and recommended action plans for issues such as liens filings
- Organized bookkeeping records and conducted data entry for multiple years in QuickBooks

Sanger Learning Center, Austin, Texas

Lead Peer Academic Coach, September 2018 – January 2021

- Updated publicity strategy by majorly revising and executing campus distribution systems
- Trained new coaches weekly in strategies to improve communication skills and produce results

Scott Douglass & McConnico Law Firm, Austin, Texas

Runner, January 2020 – March 2020

- Completed urgent business errands and tasks to ensure timely execution of various effects
- Performed opening and closing duties, such as taking inventories and cleaning attorney offices

Applicant Details

First Name **Zach**
 Last Name **Taylor**
 Citizenship Status **U. S. Citizen**
 Email Address t.zachariah@wustl.edu
 Address

Address
Street
7412 NE 160th Terr.
City
Smithville
State/Territory
Missouri
Zip
64089

Contact Phone Number **816-294-4713**

Applicant Education

BA/BS From **University of Missouri**
 Date of BA/BS **May 2021**
 JD/LLB From **Washington University School of Law**
http://www.nalplawschoolsonline.org/ndlsdir_search_results.asp?lscd=42604&yr=2014
 Date of JD/LLB **May 25, 2024**
 Class Rank **25%**
 Law Review/Journal **Yes**
 Journal(s) **Washington University Law Review**
 Moot Court Experience **No**

Bar Admission

Prior Judicial Experience

Judicial
Internships/ **No**
Externships
Post-graduate
Judicial Law **No**
Clerk

Specialized Work Experience

Recommenders

Tamanaha, Brian
btamanaha@wustl.edu
314-935-8242

Magarian, Gregory
gpmagarian@wustl.edu
(314) 935- 3394

Epps, Daniel
epps@wustl.edu
(314) 935-3532

**This applicant has certified that all data entered in this profile and
any application documents are true and correct.**

June 1, 2023

The Honorable Scott Everett
Earle Cabell Federal Building and
United States Courthouse
1100 Commerce Street, Room 1254
Dallas, TX 75242

Dear Judge Everett:

I am a rising 3L at Washington University School of Law, and I am writing to apply for a clerkship in your chambers beginning in 2024 or your next available term. I would greatly value the teaching and experience of working in your chambers. Next year, due to my interest in clerking, I will be participating in the WashULaw Appellate Clinic.

Currently, I am working as an intern for the SEC's Division of Enforcement, a legal research assistant for Hess Legal Counsel, and a graduate research assistant for two WashULaw professors. At the SEC, my work focuses on crypto/cyber-related investigations and litigation preparation and procedure. For Hess Legal Counsel, I am primarily assisting with research related to financial systemic risks posed by algorithmic trading and decentralized finance. For Professors Frankenreiter and Tuch, I am researching antitrust law's potential application to various big tech companies, collecting data on major private equity firms, and parsing corporate bylaws to label variations of advance notice rules using Kira.

Last summer, I worked as a legal intern at Injective Labs, a financial technology research and development firm based in New York City. My day-to-day activities included securities and commodities legal research, critically analyzing term sheets, and reviewing contracts for clarity, correctness, and consistency. Prior to law school, I interned with a state representative, a U.S. senator, and a non-profit in Washington, D.C. I also worked as Content Manager for a competitive, student-led advertising agency and as Student Public Relations Coordinator at the Missouri School of Journalism.

Enclosed, please find a copy of my resume, transcript, and writing sample. The writing sample is an analysis of Texas case law to determine whether a hypothetical client had a viable claim under the Texas Whistleblower Act. The following individuals are submitting letters of recommendation separately and welcome inquiries:

Professor Greg Magarian
WashULaw
gpmgarian@wustl.edu
(314) 935-6403

Professor Dan Epps
WashULaw
epps@wustl.edu
(314) 935-3532

Professor Brian Tamanaha
WashULaw
btamanaha@wustl.edu
(314) 935-6403

Thank you in advance for your consideration.

Sincerely,
Zach Taylor

Zach Taylor

7412 NE 160th Terr. Smithville, MO 64089 | t.zachariah@wustl.edu | 816-294-4713

EDUCATION

Washington University School of Law St. Louis, MO
Juris Doctor Candidate | GPA: 3.74 | Top 25% May 2024

Honors & Activities: *Washington University Law Review*, Vol. 101, Senior Editor
 Research Assistant for Professors Frankenreiter and Tuch
 Scholar in Law (Merit-based Scholarship)
 Dean's List

University of Missouri Columbia, MO
Bachelor of Arts Journalism & Political Science, magna cum laude | GPA: 3.84 May 2021

Honors & Activities: Kinder Scholar
 Alan C. Greenberg Scholar
 James E. Schaperkottter Memorial Scholarship

EXPERIENCE

Securities and Exchange Commission Washington, D.C.
Division of Enforcement Intern June 2023–Present

- Participate in crypto/cyber-related investigations and litigation preparation and procedure

Hess Legal Counsel Westfield, NJ
Legal Assistant July 2022–Present

- Research financial regulatory approaches to emerging technologies including algorithmic trading and decentralized finance; prepare Regulation Crowdfunding offerings

Injective Labs New York City, NY
Legal Intern May–Aug. 2022

- Analyzed term sheets and advised the business operations team
- Researched novel issues at the intersection of corporate, securities, and commodities law
- Reviewed contracts for internal clarity, correctness, and consistency

Fight Night for Pediatric Cancer Research Columbia, MO
Communications VP June 2018–May 2021

- Raised more than \$100,000 in three years of operation to support cancer research by selling sponsorship packages and admissions tickets for annual, amateur, student-participant boxing match
- Helped acquire LLC status by drafting articles of organization and operating agreement
- Generated hundreds of thousands of social media interactions with a zero-dollar marketing budget

MOJO Ad Columbia, MO
Content Manager Aug. 2020–May 2021

- Ideated a cognitive behavioral therapy and meditation space for university students powered by virtual reality
- Wrote script, plan book, and research report copy for AT&T 5G campaign
- Presented strategy and research to more than 100 viewers during live webinar and in private sessions with AT&T and Target representatives

Partnership for Public Service Washington, D.C.
Communications and Development Intern May–Aug. 2020

- Interviewed executives in the federal government and produced blog posts highlighting the work of America's outstanding public servants; created newsletter highlighting work of the DEI council

INTERESTS

Technology and jurisprudence | Public service | Playing and coaching basketball

Applicant Details

First Name	Liam
Last Name	Thomson
Citizenship Status	U. S. Citizen
Email Address	lthomsonb1@gmail.com
Address	<div> Address Street 1440 Scharpe Street City Houston State/Territory Texas Zip 77023 Country United States </div>
Contact Phone Number	2095315512

Applicant Education

BA/BS From	California State University-Chico
Date of BA/BS	May 2021
JD/LLB From	Texas Southern University-- Thurgood Marshall School of Law
	http://www.tsulaw.edu
Date of JD/LLB	May 15, 2024
Class Rank	10%
Does the law school have a Law Review/Journal?	No
Law Review/Journal	No
Moot Court Experience	No

Bar Admission**Prior Judicial Experience**

Judicial Internships/ Externships	Yes
--------------------------------------	------------

Post-graduate Judicial Law Clerk **No**

Specialized Work Experience

Recommenders

Chukwumerije, Okezie
Okezie.Merije@tmslaw.tsu.edu
713-313-1128
Marchetti, Peter
peter.marchetti@tmslaw.tsu.edu
617-270-3143

This applicant has certified that all data entered in this profile and any application documents are true and correct.

LIAM THOMSON

3437 Tampa Street | Houston, TX 77021 | (209)531-5512 | lthomsonb1@gmail.com

July 12, 2023

1100 Commerce Street, Room 1421,
Dallas, TX 75242-1496

Dear Judge Scott Everett,

I am a 3L at Texas Southern University, Thurgood Marshall School of Law. I am ranked in the top of my class with a 3.6 GPA. I am writing to apply for the available clerkship position. I am confident in my ability to complete the substantive workload, and use this opportunity to grow my legal experience.

I remember in my first year of law school, a speaker on a panel told students not to limit their learning to what they think they want to do after school. It is that line of thinking that has driven me through law school because it has allowed me to face every new topic without regard for my preconceived notions. That line of thinking has also lead me to my interest in bankruptcy law. During my contract law class I became interested in commercial law. After doing extremely well in my commercial law class my teacher, Professor Marchetti, suggested looking into bankruptcy. I am now scheduled to take bankruptcy law in Fall 2023. I am an ideal candidate due to my interest in pursuing bankruptcy and related topics. I also have a strong sense of civic pride and duty from my time in the Boy Scouts. To serve alongside judges in the U.S. Bankruptcy Court, Dallas Division would be a great honor. Furthermore, the clerkship will enable me to practice my legal writing skills, and give me insight few other experiences will afford. I am interested in this opportunity to explore my interest areas, satisfy my sense of civic duty, and continue to improve my legal skills.

I am an ideal candidate for the position due to my eagerness to deepen my knowledge of its focus areas, and extracurricular activities that formed the person I am today. While participating in Boy Scouts I have practiced my communication and leadership skills by completing an Eagle Scout project. I practiced my management skills by coordinating, as the Director of Services and Initiatives, events with the Residence Hall Association team, and other organizations on campus. I currently serve as Professor Chukwumerije's Contracts tutor where I utilize interpersonal and organizational skills by preparing practice material, presenting weekly tutorials and generally aiding first year students in his class. Furthermore, during my summer internship in the United States District Court for the Southern District of Texas I have considerably improved my writing and research skills to make myself useful in a professional context. The experience I have accumulated has prepared me to be able to act independently while researching, collaborate professionally while attending important proceedings, and balance important tasks assigned to me.

I know I will make a valuable addition to your staff. I am confident in my ability to meet expectations and grow from this experience. I hope to have an opportunity to interview with you about the opportunity. Thank you in advance for your consideration.

Sincerely,
Liam Thomson

Liam Thomson

1440 Scharpe St. | Houston, Texas 77023 | (209)531-5512 | lthomsonb1@gmail.com

EDUCATION:

Texas Southern University, Houston, Texas

May 2024

Juris Doctorate Candidate, Current GPA: 3.60

- Top 5% class
- Deans List for all semesters up to current date

Chico State, Chico, California

May 2021

Bachelor of the Arts in History, GPA: 3.2

BAR ADMISSION:

Will sit in July 2024 for MBE

PROFESSIONAL EXPERIENCE:

United States District Court for the Southern District of Texas, Houston

June 2023 – August 2023

Intern

- Researched and drafted a court opinion
- Worked with Court Clerks and other interns
- Observed trials, hearings, and other court proceedings

Texas Southern University, Houston, Texas

August 2022 – May 2023

Contracts Tutor

- Meet with class of 60 students once a week to review and test material
- Prepared lesson plans, PowerPoints, and practice essays to assist first years in their contracts class
- Make myself available to the class to answer questions outside of planned sessions

Food Maxx, Chico, California

Utility Clerk

September 2018 – May 2021

Meat Clerk

September 2019 – May 2021

- Consistently finished duties early with little supervision
- Aided in conducting inventory for Meat Department
- Completed orders for and stocked Deli section of Meat Department

Residence Hall Association, Chico, California

September 2017 – May 2018

Director of Service and Initiatives

- Planned and executed housing wide initiatives and service events for students in housing
- Collaborated with various campus offices while leading the RHA team of five for these events
- Coordinated the Wildcat Spotlight program

Skills and Accomplishments:

Dorothy I. Height Scholar

Summer 2023

Received scholarship and participated in five round table discussions with members of META leadership. The experience provided me with insight into leadership, problem solving, interpersonal skills, and legal issues surrounding technology.

CALI Excellence for the Future Award

Fall 2022

Received the highest scoring grade in Commercial Law for the Fall 2022 semester.

Eagle Scout Rank

January 2017

Completed all previous ranks up to Eagle Rank. I raised money, planned and led a project. The project consisted of the refurbishment of two benches, construction of a raised succulent garden and pergola for an elementary school. Evaluated by a group of scout leaders to determine if I had completed all necessary requirements and was an exemplary scout.

Cub Scouts, Boy Scouts of America and Venturing

2010 - 2018

Participated in all 3 levels of Scouting from age 10-18. Learned important personal values found in the oath and law such as honesty, leadership, courage, responsibility, etc. As well as valuable practical skills including first aid, financial management, being a conscious citizen, and more. Have also held multiple leadership positions in each organization.

Applicant Details

First Name **Neha**
 Last Name **Vasagiri**
 Citizenship Status **U. S. Citizen**
 Email Address neha.vasagiri@gmail.com;vasagirineha@gmail.com

Address

Address
Street
2136 Feathermint Drive
City
San Ramon
State/Territory
California
Zip
94582
Country
United States

Contact Phone Number **+1 925 667 1548**

Applicant Education

BA/BS From **King's College London**
 Date of BA/BS **May 2024**
 JD/LLB From **Other**
<http://www.lawschool.edu>
 Date of JD/LLB **June 2, 2024**
 LLM From **Georgetown University Law Center**
 Date of LLM **June 2, 2024**
 Class Rank **School does not rank**
 Does the law school have a Law Review/Journal? **Yes**
 Law Review/Journal **No**
 Moot Court Experience **Yes**

Moot Court **LSE-Featherstone SOGI Moot**
 Name(s) **Nelson Mandela World Human Rights Moot**

Bar Admission

Prior Judicial Experience

Judicial
 Internships/ **No**
 Externships
 Post-graduate
 Judicial Law **No**
 Clerk

Specialized Work Experience

Professional Organization

Organizations **Just the Beginning**

Recommenders

Laing, Andrew
 Andrew.Laing@georgetown.edu
 Cohen, Julie
 jec@law.georgetown.edu
 Thomas, John
 jrt6@law.georgetown.edu
 202-662-9407

This applicant has certified that all data entered in this profile and any application documents are true and correct.

Neha Vasagiri
2136 Feathermint Drive
San Ramon, CA 94582

May 29, 2023

Honorable Scott W. Everett
U.S. Bankruptcy Court
1100 Commerce Street, Room 1421
Dallas, TX 75242-1496

Dear Judge Everett:

I am writing to apply for a 2024-2025 term clerkship with your chambers. I am currently a third-year student pursuing a joint dual-degree, earning a Master of Law (LL.M.) from Georgetown University Law Center and a Bachelor of Laws (LL.B.) from King's College London, with an expected graduation date of May 2024. I am particularly interested in clerking for you because it would allow me to return to Texas.

I am confident that I could meaningfully contribute to the U.S. Bankruptcy Court's work in Texas. As a research assistant for Professor Claussen at Georgetown Law, I compile various sources to create succinct summaries of mechanisms under the United States-Mexico-Canada Agreement. As an intern for the U.S. Department of Justice Criminal Division, I wrote thorough and precise memoranda reviewing U.S. treaty obligations. Additionally, I analyzed asset forfeiture requests to trace and identify assets. As a writer for the Lawyers Without Borders King's College London Student Division, I wrote and published articles relating to rule of law issues and human rights violations. These experiences have sharpened my ability to strategically approach and answer complex legal questions.

My resume, law transcript, undergraduate transcript, and writing sample are submitted with this application. My letters of recommendation will be sent separately. My recommenders are:

Ms. Julie Cohen
*Professor, Georgetown
University Law Center*
Jec@law.georgetown.edu

Mr. John R. Thomas
*Professor, Georgetown
University Law Center*
John.Thomas@law.georgetown.
edu

Mr. Andrew W. Laing
*Professor, Georgetown
University Law Center*
Andrew.Laing@georgetown.edu

I would welcome the opportunity to interview with you, and look forward to hearing from you soon.

Respectfully,



Neha Vasagiri

VasagiriNeha@gmail.com • U.S. Citizen • LinkedIn.com/in/nehavasagiri

EDUCATION

GEORGETOWN UNIVERSITY LAW CENTER

Master of Laws

Washington, DC

Expected May 2024

GPA: 3.90/4.33

Activities: Co-President, Center for Transnational Legal Studies; LL.M. Representative, National Security Law Society; Member, Corporate and Financial Law Organization; The Nelson Mandela World Human Rights Moot

KING'S COLLEGE LONDON

London, United Kingdom

Bachelor of Laws, Honors

Expected May 2024

GPA: 3.8 Equivalent

Honors and Awards: Dean's Commendation (2020 - 2022), Silver Crown Award

Activities: Semi-Finalist, LSE-Featherstone SOGI Moot; Head of Events, Lawyers Without Borders; Law Events Officer, Black Asian Minority Ethnic ITC; Member, Bar & Mooting Society

EXPERIENCE

WITHERS LLP

Singapore

Summer Associate

May 2023 - Present

- Researched capital gains tax and gift tax obligations for trusts with assets and beneficiaries in multiple jurisdictions
- Designed proposals to restructure multinational companies to reflect new project-funding strategies

GEORGETOWN UNIVERSITY LAW CENTER

Washington, DC

Research Assistant

March 2023 - Present

- Researched United States-Mexico-Canada Agreement (USMCA) Rapid Response Labor Mechanism (RRM) situations for the publication of a paper on labor and environment provisions in trade agreements

U.S. DEPARTMENT OF JUSTICE OFFICE OF INTERNATIONAL AFFAIRS

Washington, DC

Fall Legal Intern

August 2022 - January 2023

- Analyzed incoming extradition and asset forfeiture requests relating to money trafficking, drug trafficking, sexual violence, homicide, fraud, and blackmail in South America to determine Treaty and U.S. legal obligations
- Prepared Mutual Legal Assistance Treaty requests, Extradition packages, and Provisional Arrest Requests for submission to the U.S. State Department, foreign governments, and Assistant U.S. Attorneys

LAWYERS WITHOUT BORDERS KING'S COLLEGE LONDON STUDENT DIVISION

London, United Kingdom

Writer

October 2020 - December 2022

- Wrote two articles on human rights violations and rule of law issues globally, including analyzing the impact of policy decisions upon demographic disparities in criminal justice systems in the U.S. and the U.K.

SENIOR OF COUNSEL JAMES BROSNAHAN

San Francisco, CA

Researcher

June 2022 - September 2022

- Edited two articles and publications about the judicial process and the merits of a good judge
- Analyzed the interrelation between groundbreaking judicial decisions in activist courts and public opinion

MORRISON FOERSTER

San Francisco, CA

Summer Intern

May 2022 - August 2022

- Developed ideas for content and strategy for running two Emerging Companies Venture Capital (ECVC) events
- Audited department budgets, developed masterpitch decks, and reviewed over 500 Salesforce and LinkedIn accounts

KING'S COLLEGE LONDON INTELLECTUAL PROPERTY (IP) CLINIC

London, United Kingdom

Student Director

October 2021 - May 2022

- Conducted legal research on IP law, including foreign jurisdictions, to market to and advise U.K. businesses
- Designed Clinic events and activities with external speakers, including academic staff, alumni, and students

OTHER INFORMATION

Language Skills: English (Native), Hindi (Fluent), Chinese (Basic), French (Basic)

Publications: Contributor, ABA Antitrust Indirect Purchaser Litigation Handbook

Personal Interests: Third-degree black belt in Taekwondo

Applicant Details

First Name	Virginia
Last Name	Virden
Citizenship Status	U. S. Citizen
Email Address	vfirden@gmail.com
Address	<div> <div>Address</div> <div> <div>Street</div> <div>310 S Jefferson Street</div> <div>City</div> <div>Lexington</div> <div>State/Territory</div> <div>Virginia</div> <div>Zip</div> <div>24450</div> <div>Country</div> <div>United States</div> </div> </div>
Contact Phone Number	6623945200

Applicant Education

BA/BS From	Southern Methodist University
Date of BA/BS	May 2020
JD/LLB From	Washington and Lee University School of Law
	http://www.law.wlu.edu
Date of JD/LLB	May 10, 2024
Class Rank	Below 50%
Law Review/Journal	Yes
Journal(s)	Journal of Civil Rights and Social Justice
Moot Court Experience	Yes
Moot Court Name(s)	W&L Moot Court Executive Board

Bar Admission

Prior Judicial Experience

Judicial Internships/ Externships	Yes
Post-graduate Judicial Law Clerk	No

Specialized Work Experience

Recommenders

Seaman, Christopher
seamanc@wlu.edu
540-458-8520

Kolinsky, Heather
hkolinsky@wlu.edu

This applicant has certified that all data entered in this profile and any application documents are true and correct.

Virginia Virden

310 S. Jefferson St. | Lexington, VA 24450 | (662) 394-5200 | virden.v24@law.wlu.edu

June 6, 2023

The Honorable Scott W. Everett
United States Bankruptcy Court for the Northern District of Texas
Earle Cabell Federal Building and U.S. Courthouse
1100 Commerce Street
Dallas, TX 75242

Dear Judge Everett:

I am a rising third-year law student at Washington and Lee University School of Law and I am applying to be a Term Law Clerk in your chambers for the next year. I plan to return to Dallas to practice law, and working in your chambers would be an invaluable experience with which to begin my career as a litigator. My experience with legal research and persuasive writing will allow me to contribute meaningfully to your chambers.

I have the refined research and writing skills necessary to excel as a law clerk. Knowing I would like to clerk after I graduate, I made the most of my first two years in law school, making sure to develop my research and writing skills through my classes and work experiences. In my position at Watkins & Eager, I prepared memos, jury instructions, and statutory changes. I conducted deep case law research and fine-tuned my ability to analyze legal opinions for their relevancy to particular issues. While working with different teams on different timelines, I developed the ability to tailor my work style to the demands of others. My experience with the attorneys at Watkins and Eager prepared me for the extensive research and professionalism required of a law clerk.

My work in private practice provided a foundation for my internship with Chief District Judge Jordan of the Southern District of Mississippi, where I experienced firsthand how judges and their law clerks manage a busy docket. Judge Jordan and his clerks allowed me to attend chamber discussions and observe proceedings that sharpened my reasoning skills, as I was actively participating and viewing discussions between lawyers and judges.

I enclose a copy of my resume and am available to discuss my interest in working with you at your convenience. Thank you for your consideration.

Sincerely,

Virginia Virden

Virginia Virden

310 S. Jefferson St. | Lexington, VA 24450 | (662) 394-5200 | virden.v24@law.wlu.edu

EDUCATION

Washington and Lee University School of Law, Lexington, VA

Candidate for J.D., May 2024

GPA: 3.231

- Journal: *Journal of Civil Rights and Social Justice*, Lead Articles Editor
- Moot Court: Executive Board, *Negotiations Competition Chair*
Finalist, *Mediation Competition*
Semifinalist, *Robert J. Grey Negotiations Competition*
Participant, *John W. Davis Appellate Advocacy Competition*
Participant, *Mock Trial Competition*
Participant, *Client Counseling Competition*
- Judicial Extern: The Honorable J. Christopher Clemens, 23rd Judicial District of Virginia
- Activities: University Honor System, Hearing Advisor
Women's Law School Organization, Secretary

Southern Methodist University, Dallas, TX

B.A., Political Science, Corporate Communications and Public Affairs, May 2020

- Activities: Pre-Law Scholar, Study Abroad – Sydney, Australia & Bali, Indonesia

EXPERIENCE

Daniel Coker Horton & Bell, Jackson, MS

Summer Clerk, Present, May 2023 – June 2023

Watkins & Eager, PLLC, Jackson, MS

Summer Clerk, May 2022 – June 2022, Expected June 2023

- Drafted jury instructions for environmental trial
- Researched and drafted memos regarding procedural questions in civil litigation
- Updated attorneys on interpretation of new medical marijuana legislation in MS

U.S. District Court for the Southern District of Mississippi, Jackson, MS

Extern, Chief District Judge Dan Jordan, July 2022 (one week)

- Reviewed & researched draft orders written by Judge Jordan
- Witnessed criminal & civil proceedings including a civil trial, change of plea, & sentencing

Mansour & Adams Law Firm, Greenville, MS

Legal Assistant, June 2020 – October 2020

- Monitored case information & informed attorneys of case development
- Drafted legal documents including deeds, complaints, & motions
- Maintained files for approximately 100 active cases

Office of Senator Roger Wicker, Washington, D.C.

Intern, July 2019 – August 2019

- Advised the Senator regarding constituent issues
- Organized all daily scheduling requests

White House Internship Program, Washington, D.C.

Intern - Office of Presidential Correspondence, May 2018 – August 2018

- Received & coordinated responses to email, letters, & calls
- Added constituents' information to database

Applicant Details

First Name	Alexis
Last Name	Williams
Citizenship Status	U. S. Citizen
Email Address	alexiswilliams2@my.untDallas.edu
Address	<div> Address Street 6848 Town North Dr City Dallas State/Territory Texas Zip 75231 Country United States </div>
Contact Phone Number	5125678310

Applicant Education

BA/BS From	Texas A&M University
Date of BA/BS	December 2019
JD/LLB From	UNT Dallas College of Law
	https://lawschool.untDallas.edu/
Date of JD/LLB	May 10, 2024
Class Rank	School does not rank
Law Review/Journal	Yes
Journal(s)	Accessible Law
Moot Court Experience	No

Bar Admission**Prior Judicial Experience**

Judicial Internships/Externships	No
Post-graduate Judicial Law Clerk	No

Specialized Work Experience

Recommenders

Jacobson, Loren
loren.jacobson@untdallas.edu

Owsley, Brian
Brian.Owsley@untdallas.edu
214-243-1174

This applicant has certified that all data entered in this profile and any application documents are true and correct.

Alexis Williams
6848 Town North Dr
Dallas, Texas 75231
512-567-8310

Alexiswilliams2@my.untDallas.edu

June 14, 2023

Honorable Scott W. Everett
Northern District of Texas
1100 Commerce Street, 14th Floor, Courtroom #3
Dallas, Texas 75242

Dear Judge Everett:

I am interested in being considered for a position as one of your law clerks for the 2024-2025 term. Enclosed is my resume, law transcript, undergraduate transcript, and a writing sample. My writing sample is a Motion to Suppress I wrote for my Federal Criminal Procedure course this past semester. I am also attaching two letters of recommendation from two professors that have helped me immensely in my law school journey.

I believe that I would contribute to your chambers because I am a very fast learner, and I thrive in new and fast-paced environments. I have been working in the legal field most of my life, and I have a good understanding of legal research and legal writing. I enjoy legal writing so much that I became a legal writing tutor as a 2L for a class of 17 1Ls as a teaching fellow.

A clerkship with you interests me because I would love to learn more about bankruptcy and learn more about federal courts in general.

I would enjoy the opportunity to interview with you, and I would be free to meet with you at your convenience. Thank you for your consideration.

Sincerely,



Alexis Williams

Alexis Williams

6848 Town North Drive, Dallas, Texas 75231 ▪ (512) 567-8310 ▪ alexiswilliams2@my.untDallas.edu

EDUCATION

- UNT Dallas College of Law**, Dallas, TX May 2024
 Juris Doctor Candidate
 GPA: 3.895
Activities: Phi Delta Phi Legal Honors Society (Clerk, 2022-2023); Intellectual Property Student Society (Founding Member–Secretary, 27 current members, 2022-2023); The Honorable Barbara M.G. Lynn American Inn of Court (Pupil, 2022-2023)
Awards: Dean’s List Fall of 2021; Dean’s List Spring of 2022; Trailblazer Award; State Bar of Texas Environmental Law Section Buck Wynne Scholarship; Dean’s List Fall of 2023; Dean’s List Spring of 2023
- Texas A&M University**, College Station, Texas December 2019
 Bachelor of Arts Major: Political Science, *Magna cum laude*
 GPA: 3.7
- Danube Summer Institute (Study Abroad Program)** Summer 2019
 Study of the European Union (in Germany, Poland, Austria, Hungary, and Czech Republic)

EXPERIENCE

- Law Student Teaching Fellow**, Dallas, Texas January 2023-May 2023
- Conducted research and assisted in writing the sample answer for the 1L legal writing final assignment.
 - Held office hours to meet with 1L students to go over their legal writing needs.
 - Assisted in teaching the 1Ls and judging the oral advocacy assignment in the legal writing course.
- Dallas City Attorney’s Office**, Dallas, Texas July 2022-August 2022
Summer Intern
- Conducted legal research and completed memorandums for multiple cases in different legal departments.
 - Shadowed a municipal prosecutor during a trial docket.
 - Drafted Pre-trial documents including Rule 26(a)(3) Pretrial Disclosures, Witness List, and Exhibit List.
- Law Office of Melissa M. Williams**, Austin, Texas October 2020 - August 2021
Paralegal
- Drafted pleadings, orders, and legal correspondence.
 - Conducted research on statutes within the Texas Family Code.
 - Maintained file administration and organized client files and information.
 - Electronically filed pleadings.
 - Observed court hearings and legal proceedings; assisted attorney with exhibits at trial.
 - Performed client intake, established and maintained client relationships.
- Administrative Assistant/Litigation Assistant** June 2013 - March 2020
- Assisted attorney and paralegal during court hearings and legal proceedings.
 - Organized and maintained files for 40 clients.
 - Entered attorney and paralegal billable hours and maintained client payments.
 - Printed, organized, and coordinated trial exhibits and briefs.
- Texas Conservation Alliance**, Dallas, Texas September 2020 - December 2020
Intern
- Contacted local legislatures to push for the Recovering America’s Wildlife Act.
 - Promoted a habitat restoration initiative specifically focused on local Texas bat species, including running booths at local stores to spread awareness and receive donations, as well as running social media accounts with posts to inform the public.
 - Maintained multiple social media accounts to spread information about current initiatives, clean-up campaigns, and general conservation knowledge.